

**AGENDA**  
**Irving Convention and Visitors Bureau Board of Directors**  
**Monday, November 14, 2022, at 11:45 AM**  
**Jack D. Huffman Community Building - Auditorium**  
**801 W. Irving Blvd.**  
**Irving, Texas 75060**

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NOTE: A possible quorum of the Irving City Council may be present at this committee meeting.

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1. Citizen Comments on Items Listed on the Agenda
2. Election of Officers:
  - a. Board & Business Development Committee Recommendations based on Nominating Task Force Committee:
    - Nomination for Chair – Bob Bourgeois,
    - Nomination for Vice Chair – Richard Stewart, Jr.
  - b. Call for Nominations from the Floor
  - c. Vote

**Consent Agenda**

3. Approving ICVB Board Meeting Minutes for September 26 and October 21, 2022
4. Reviewing the Hotel Occupancy Tax Collections
5. Accepting the Irving Convention Center Financial Report for September 2022

**Individual Consideration**

6. Accepting the Irving Convention Center Audit Report for FY 2021-22 – Crowe LLC
7. Approving the Budget Adjustment Transfer Achieved from the Irving Convention Center FY2021-22 Operational Savings to the Convention Center Reserve/Capital Fund
8. Approval of Community Engagement Committee Recommendation for High Spirited Citizen Nominations
  - a. Ernestine Chipman
  - b. Susan Motley

**Board Reports**

9. Board Chair Report
  - a. Next Board Meeting – December 19, 2022

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## AGENDA - Continued

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### 10. Board Committee Reports

- a. Board and Business Development – Richard Stewart, Jr.
  - Next Meeting – December 9
- b. Community Engagement – Karen Cooperstein
  - Recap of 50th Anniversary Reception
  - Next Meeting – TBD
- c. Destination Development – Greg Malcolm
  - Recap of November 8 Meeting
  - Next Meeting – TBD

### 11. City Reports

- a. Council Liaison – Councilman Kyle Taylor
  - New City of Irving Boards, Commissions and Committees Ordinance
  - Short-Term Rental Registration Program Update
- b. Mayor & Other Council Members
  - DART/Transportation and Infrastructure – Mayor Rick Stopfer
- c. City Manager – Chris Hillman
  - Visitor Development Updates
  - Toyota Music Factory
  - Other City Updates

### 12. Bureau Monthly Management Reports

- a. Executive Director – Maura Gast
- b. Sales and Services – Lori Fojtasek
- c. Marketing and Communications – Diana Pfaff
- d. Administration and Finance – Susan Rose
  - Smith Travel Research and AirDNA Monthly Reports

### 13. Convention Center Management Report – Tom Meehan/Jeremy Pierce

### 14. Industry Partner Reports

- a. The Pavilion at the Toyota Music Factory/Live Nation Report – Tommy DeBeaudry
- b. Hotel Industry Updates – Greg Malcolm, Kim Limon, Nydia Hoskins
- c. Restaurant Industry Update – David Cole

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## AGENDA - Continued

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### 15. Partner Organization & Stakeholder Reports

- a. DCURD and Irving Flood Control Districts – Dallas Burke
- b. Chamber of Commerce – Janie Perelman/Beth Bowman
- c. Irving Arts and Culture – Kelly O’Briant/Todd Hawkins
- d. The Las Colinas Association – Hammond Perot
- e. TIF – Michael Randall
- f. University of Dallas – Clare Venegas

### CERTIFICATION

I, the undersigned authority, do hereby certify that this notice of meeting was posted on the kiosk at City Hall of the City of Irving, Texas, a place readily accessible to the general public at all times, and said notice was posted by the following date and time:

\_\_\_\_\_ at \_\_\_\_\_ and will remain so posted at least 72 hours before said meeting convened.

\_\_\_\_\_  
Deputy Clerk, City Secretary’s Office

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This meeting can be adjourned and reconvened, if necessary, the following regular business day.

Any item on this posted agenda could be discussed in executive session as long as it is within one of the permitted categories under sections 551.071 through 551.076 and section 551.087 of the Texas Government Code.

A member of the public may address the governing body regarding an item on the agenda either before or during the body’s consideration of the item, upon being recognized by the presiding officer or the consent of the body.

This facility is physically accessible and parking spaces for the disabled are available. Accommodations for people with disabilities are available upon request. Requests for accommodations must be made 48 hours prior to the meeting. Contact the City Secretary’s Office at 972-721-2493 or Relay Texas at 7-1-1 or 1-800-735-2988.